



Official 2023 Summer Co-op Work Term Request for Full Time (FT) OSAP Assistance

Use this form **only** if you have applied for OSAP online and/or received funding either in the Fall and/or Winter this year. Submit your completed form by uploading it to your OSAP account - use the Optional Uploads link. If any problems, email the completed form (pdf) to our office.

Last Name _____ **First Name** _____

Student # _____ **Phone #** _____

E-mail _____ **@mail.utoronto.ca**

You can apply for OSAP during an official co-op work term to help with living costs. It must be one of the co-op work terms required to meet your degree requirements. If you are taking a course during your co-op term, the tuition and fees will also be added to your application. **Before applying**, here are some things to consider:

- You must include your co-op earnings on your application as study period income;
- You may incur more debt;
- Your study and work terms are considered separate study periods and the appropriate reinstatement/extension forms must be submitted through the academic year by the required deadlines for each individual study period;
- You will use up more terms of your student grant lifetime limit (i.e. Ontario Student Grant funding is limited to a lifetime maximum of eight terms of funding);
- You will use up more weeks of your **OSAP lifetime limit**. The lifetime limit of student loan funding is:
 - 340 weeks of funding
 - 400 weeks of funding for doctoral studies
 - 520 weeks of funding for students with disabilities
 - 520 weeks of federal funding for students with persistent or prolonged disabilities

Obligations: As an OSAP recipient, you are required to report any personal income/resource changes that occur after you submitted your application. If you are reporting a reduction in the amounts you declared on your application, you must explain the reason(s) for the changes and you may have to provide proof.

Declaration: I am providing complete and accurate information to update my OSAP application. I understand I am responsible to promptly notify the UTSC Financial Aid Office, in writing, of further changes. I understand income information will be verified with the Canada Revenue Agency and that incorrect information may affect my future OSAP eligibility. If I report a reduction in the amounts I previously declared, I must explain the reason(s) for the changes and I understand that I must provide proof. I have used the Reference Guide to complete this form. Proceed to Page 2 after signing.

Your Signature: _____ **Today's Date** _____

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Name _____ Student # _____

Summer 2023	Start Date	End Date
Co-op Work Term		
Name of Employer or Agency for Work Term		
Location (City, Province & Country, if abroad)		
Income Sources for Summer 2023 Use the OSAP Income & Asset Update – Reference Guide to complete this section.		
Any other Income (Including Employment Income) Enter your gross income for the above period.	\$	
Scholarships, Awards, Tuition Waivers or Reimbursements Specify if the scholarship or award is from U of T or an External Source. Enter Name of award(s):	\$ <input type="checkbox"/> U of T <input type="checkbox"/> External	
Income from Government Programs - Specify – CPP, EI, WSIB, ODSP, OW, etc. in the space below:	\$	

Where will you be living during the co-op work term? With parents Other

Will you be taking one or more courses during the co-op Work Term?

No Yes

If yes, please indicate your intended course load:

20% (one half credit course) 40% (1 credit – e.g. two half credit courses)

Adjust Living Allowance: If you normally live at home but will need to move away for either the work term or study abroad term, you may need to submit a [Request for Review: Adjust Living Allowance form](#) and it's supporting documentation to be considered for a higher living allowance from OSAP.

University of Toronto Notice of Collection

The University of Toronto respects your privacy. Personal information that you provide to the University is collected pursuant to section 2(14) of the University of Toronto Act, 1971. It is collected for the purpose of administering admissions, registration, academic programs, university-related student activities, activities of student societies, safety, financial assistance and awards, graduation and university advancement, and reporting to government agencies for statistical purposes. At all times it will be protected in accordance with the Freedom of Information and Protection of Privacy Act. If you have questions, please refer to www.utoronto.ca/privacy or contact the University Freedom of Information and Protection of Privacy Coordinator at 416-946-7303, McMurrich Building, room 104, 12 Queen's Park Crescent West, Toronto, ON, M5S 1A8.